



SALMA K. FARID ACADEMY

An Islamic Learning Center and Daycare for Young Children

ADMISSION OVERVIEW

Salma K. Farid Academy welcomes and encourages all applicants and does not discriminate on the basis of color, race, gender, disability, national origin or religion.

All applicants are expected to abide by the policies and regulations set forth by the Academy, and admission is granted subject to fulfillment of certain conditions.

The admissions process is stringent and requires more than just the completion of an application form. It is only after evaluation of the prior academic record, a family interview, and standardized admission testing, that the Academy makes a final decision on the applicant's enrollment based on his/her merit.

ADMISSIONS CHECKLIST & PROCEDURES

To begin the application process, please follow the checklist given below:

- ✓ \$25 Application Fee (by June 1, 2011, non-refundable)
- ✓ \$50 Application Fee (after June 1, 2011, non-refundable)
- ✓ \$150 Registration Fee (non-refundable)
- ✓ Admission Application
- ✓ Registration Form
- ✓ Birth Certificate
- ✓ Proof of Residence (1 utility bill, rent receipt or mortgage statement)
- ✓ Medical/Immunization Records
- ✓ Documentation of Prior Academic Records

(I) Admission Application:

Complete & submit the *Application for Admission* before June 1, 2011 *

Salma K. Farid Academy
131 Leeder Hill Dr. Hamden CT 06517

1. **Application Fee:**

All applications submitted before June 1, 2011 will require an application processing fee of \$25.

All applications submitted after June 1, 2011 will require an application processing fee of \$50.

2. **Registration Fee:** \$150, non-refundable enrollment deposit due with application.

3. **Admission Application:** Please complete one application for each child.

NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS

Salma K Farid Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of any protected class including, but not limiting to race, color, national and ethnic origin in administration of its educational policies, admissions policies and athletic and other school-administered programs.



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4. **Registration Form:** Please complete one application for up to 3 children. Request an additional form for 4 or more children.
5. **Birth Certificate:** Please bring in the child's birth certificate so we can keep a copy on file.
6. **Proof of Residence:** Please provide us with documentation of residency at your current address (see above for acceptable documents for proof)
7. **Records:** Complete the *Request for Release of Records* Form, and secure official transcripts and current year report cards for each student applicant, to be given at the time of your Family Interview.

***Early application submission is highly recommended.** Salma K. Farid Academy will review all applications upon receipt, on a first come, first serve basis (see Admission Checklist). It is *your* responsibility to assure that all forms and documents are submitted on time. The earlier a family applies, the earlier they will enter into Family Interview Process and receive an acceptance. Early applications also indicates a family's interest, commitment, and preference for their child(ren)'s enrollment in Salma K. Farid Academy.

(II) Family Interview Process: By Invitation Only

Preparing for Your Family Interview -It is important that all forms and documents from the Admissions checklist are on file with the Academy at your earliest, so we can schedule the family interview.

A family interview will not be scheduled until every item indicated on the Admissions Checklist is received by the Academy.

1. **Letter of Recommendations (optional)** – Please bring in any letters of recommendations from 1 or all of the School and Personal References you listed on the last page of the *Application for Admissions* Form.

(III) Standardized Admissions Testing: By Appointment Only

All students entering Grades Kindergarten through 6 will be required to take a standardized admission test. This will be scheduled by the Academy for your child(ren) prior to the beginning of the 2011-2012 school year.

Final Decisions for enrollment into the 2011-2012 academic year will be made on or about July 16, 2011.

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Application for Admission for Academic Year 2011-2012 Entering Grade for 2011-2012: _____

One application per child is to be filled out by the parent(s) or guardian(s). Please type or print clearly. [If you need help in filling out this application, for any reason, please contact Administration at 203-230-1965 and we will assist you in this process, Insha'Allah.]

APPLICANT INFORMATION

Last Name:	First Name:	M.I.	Nickname:
Street Address:		Apartment/Unit #	
City:	State:	ZIP:	
Phone:			
Date of Birth:	Present Age:	Gender:	
Applicant's Present School:			
School Address:			
Telephone:			
Principal/Administrator:			
Other schools previously attended:			
Name:	Address:	Phone:	Dates Attended:
Name:	Address:	Phone:	Dates Attended:

FAMILY INFORMATION

Father's Name:	Relation to Applicant:		
Marital Status:	If divorced, with whom does the applicant reside:		
Employer:	Position:		
Business Address:	Business Phone:	Business Email:	
Personal Cell phone:	Personal Email:		
Mother's Name:	Relation to Applicant:		
Marital Status:	If divorced, with whom does the applicant reside:		
Employer:	Position:		
Business Address:	Business Phone:	Business Email:	
Personal Cell phone:	Personal Email:		

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Is a language other than English spoken in your home?	If yes, what language?	Is the applicant Bilingual? Yes No
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Member of the following Islamic Center (the one you pray or attend most frequently):	
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APPLICANT'S SIBLINGS

Full Name:	Age:
Gender:	School Attending:
Full Name:	Age:
Gender:	School Attending:
Full Name:	Age:
Gender:	School Attending:
Full Name:	Age:
Gender:	School Attending:

FAMILY RECORDS

Please list the parent(s)/guardian(s) to whom correspondence and reports should be sent:

Please provide the name and address to whom bills should be sent:

APPLICANT'S PERSONAL HISTORY

- Please share a few phrases or words that you feel describe your child.

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2. Please share your observations of your child’s school experience and setting.

3. Please list your child’s extracurricular interests and activities, and the group or level he/she felt most comfortable and excelled in.

ADDITIONAL INFORMATION

1. Please list all the reasons for having your child apply to Salma K. Farid Academy.

2. Please share your goals for your child if accepted to Salma K. Farid Academy.

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3. If there are any special circumstances which have affected or might affect your child’s school performance, please *detail* below. For example, health or physical factors, special evaluations, tutoring, skipping or repeating a grade, specific learning style, frequent changes of school, loss of a significant person through death or divorce, serious illness in the family, reconfiguration of the family unit, extended and/or frequent family travels, etc.

4. Please provide any additional information that will help us understand your child to best meet his or her academic, physical, spiritual or emotional needs. Please share specific and concrete information (with examples, if necessary) about your child that you feel would be critical for us to know.

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APPLICATION DEADLINES AND DISCLAIMERS

Applications submitted by June 1, 2011 require an application fee of \$25.

Applications submitted after June 1, 2011 require an application fee of \$50.

Decisions about admission acceptance can not be made until the Application Process is completed. Applicants with complete files will be advised of the Academy's decision on or about July 16, 2011.

Salma K. Farid Academy is a coeducational Islamic Learning Center and Daycare Program for Young Children. The Academy admits students without any discrimination on the basis of color, race, gender, disability, national origin or religion.

As part of this application process, Salma K. Farid Academy, and the applicant's parents/guardians agree to the following:

- The Admission Committee will consider this application and all other relevant information if and when all required forms, documents, and materials of any kind, when it is complete.
- The undersigned grants Salma K. Farid Academy permission to request and receive confidential information regarding the applicant and to retain such material in the applicant's file.
- The information furnished on this Application for Admission, together with all information and materials of any kind received by the Admissions Office from any source, or prepared by anyone at its requests, shall be completely confidential and shall not be disclosed to anyone, including the applicant or his/her family or guardian. The Administrator may, for official purposes at his/her discretion disclose any part or all thereof to such person or persons as he/she deems advisable

The Applicant's Parents'/Guardians' Oath: I/We, the applicant's parents/guardians, certify that the above stated answers are true and complete to the best of my knowledge.

If this application leads to enrollment at Salma K. Farid Academy, I/We, the applicant's parents/guardians understand that:

1. The Academy is intended solely for educational, spiritual, physical, and recreational activities.
2. I/We take full responsibility and will participate with my child as I/We am/are able.
3. The Academy is an extension and cooperative efforts of other Islamic Centers in the area and are *not* a replacement of a school.
4. False or misleading information in my application or interview may result in my/our child's immediate release from the Academy.

NAME OF PARENT (PRINT):

DATE:

SIGNATURE OF PARENT:

NAME OF PARENT (PRINT):

DATE:

SIGNATURE OF PARENT:

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REQUEST FOR RELEASE OF RECORDS

To the Parent

Please complete this form and forward it to your child's present school.

Student's Name:

Most Recent Grade Attended:

School's Name:

School's Address:

To the School

The student named above has applied to Salma K Farid Academy. Please release an official transcript of his or her academic record to the below named parent, including most recent grades and test results, at your earliest convenience.

Thank you for your cooperation.

Parent's Name _____

Parent's Signature: _____ **Date:** _____

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STUDENT-TEACHER EVALUATION

STUDENT INFORMATION

Name of the Student: _____	Date of Birth: _____
Grade level(s) in class: _____	Number of children in class: _____
I have known this child years months:	My relationship has been that of:

NOTE TO THE TEACHER OF ADMINISTRATOR

Thank you for taking the time in complete this evaluation. Your views and observations provide a way of getting to know the applicant better. Please know that we are fully aware that young children are constantly changing and developing. Nonetheless, we place particular value on your comments in each area and appreciate your candor.

Please complete this form and send it by mail or fax or email to:

Salma K Farid Academy, 131 Leeder Hill Drive, Hamden CT 06517, Fax: 203-651-1132,

Email: mail@skfacademy.org Attention: Salma K Farid Academy, Subject: Admissions

Student-Teacher Evaluation Form

EVALUATION

Please comment on the following:

Study habits:

Motivation:

Organization of time and work:

Curiosity:

Attention span:

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Ability to express ideas orally:

Ability to work independently:

Ability to work in group:

Creativity:

Reading for pleasure:

Attention pattern:

Please comment on level of progress and achievement (high, middle, low) in the following areas. Add grades if applicable.

Reading:

Spelling:

Composition/Writing Skills:

Math:

Social Studies:

Science:

Foreign Language:

Creative Arts:

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PARENT/GUARDIAN INVOLVEMENT

In working with the applicant's parents, how cooperative or uncooperative have they been throughout their child's educational and social development.

Please comment on parent cooperation and involvement with the school.

Full Name: _____ Title: _____

Your Signature: _____ Date: _____

Telephone: _____

School's Name: _____

School's Address: _____

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